



# RECORDS RETENTION SCHEDULE



Prepared by  
**STATE RECORDS BRANCH**  
Public Records Division  
Kentucky Department for Libraries and Archives

1/77

STATE ARCHIVES AND RECORDS COMMISSION  
COMMONWEALTH OF KENTUCKYDepartment of Library and Archives  
Division of Archives and RecordsRETENTION AND DISPOSAL SCHEDULE NUMBER I  
AGREEMENTSDate Approved 6/23/78  
by Commission

Schedule for:

BOARD OF EXAMINERS AND REGISTRATION OF  
State Agency  
LANDSCAPE ARCHITECTSAPPROVALS  
FOR STATE AGENCY1. James D. Hull  
Agency Head and Title2. Ann Snelling  
Agency Records OfficerDivision of Archives  
3. and Records Harold J. Goodpastor  
State Archivist and DirectorArchives and Records  
4. Commission William M. William  
ChairmanWE THE UNDERSIGNED OR THE AGENTS THEREOF HAVE EXAMINED THE RECORDS TYPES AS SHOWN BELOW AND  
BELIEVE THAT THE DISPOSITION AS RECOMMENDED ON THIS SCHEDULE IS THE PROPER ONEDavid G. Abbott  
Records Analyst  
Kary D. Tator  
Assistant State Records  
AdministratorJeffrey Michael Duff  
Assistant State ArchivistTHIS RETENTION & DISPOSAL SCHEDULE, APPROVED BY THE STATE AGENCY, IS TRANSMITTED FOR REVIEW  
TO: AUDITOR OF PUBLIC ACCOUNTS, AND ATTORNEY GENERAL, OF THE COMMONWEALTH OF KENTUCKY

THE DETERMINATION AS SET FORTH BELOW MEETS WITH MY APPROVAL

4-27-78  
Approval Date State Auditor Public Accounts5/19/78  
Approval Date Robert F. Stephens  
Attorney General



STATE ARCHIVES AND RECORDS COMMISSION  
Public Records Division  
Kentucky Department for Libraries and Archives

Schedule Date: June 01, 1978

STATE AGENCY RECORDS  
RETENTION SCHEDULE

General Government  
Landscape Architects, Board of Examiners and Registration of

Series	Records Title and Description	Function and Use	Contents	Retention		
				Disposition Instruction		
01364	Master Folders - Registered Landscape Architects		Applications, Examination Records, College Transcripts, Related Correspondence	Agency: I	Records Center:	Archives Center: P
				Transfer to State Archives one (1) year after death of registrant and when no longer useful		
01365	Registration Application - Denied (Approved Applications in Master Folder)			Agency: P	Records Center:	Archives Center:
				Retain in Agency		
01366	Roster - Landscape Architects			Agency: P	Records Center:	Archives Center:
				Retain in Agency		
01367	Unacceptable Examinations			Agency: P	Records Center:	Archives Center:
				Retain cover sheet in Agency. Destroy question and answer sheets five (5) years after date of examination.		